

TO: Principals and Administrators of Nonpublic Schools
FROM: Julia Cowell, Director, Federal Programs
DATE: September, 2015
RE: Annual Nonpublic School Registration

Nonpublic schools are asked to submit their annual Nonpublic School Registration information through a web-based registration process. If requested with an appropriate explanation, a paper copy will be accepted. We will be hosting a Nonpublic webinar on September 23rd. Please see attachment for additional information.

The web-based Nonpublic Registration Form should be available by September 8th through the DESE Web Applications web page at <https://k12apps.dese.mo.gov/webLogin/login.aspx>. Use the following steps:

- Login Page – use Authorized Representative’s user ID and password.
- Under “DESE Web Applications”, choose “Nonpublic Registration Form”.

The information from the Nonpublic School Registration forms will be used for the following purposes:

- To prepare a list of low-income schools. The teachers in these schools may be eligible for full or partial cancellation of loans they obtained under the Federal Perkins Loans program and the National Direct Student Loans programs.
- To enable nonpublic school participation in one or more federal programs under the No Child Left Behind program. These federal programs include: Title I - Improving the Academic Achievement of the Disadvantaged; Title II.A - Teacher and Principal Training and Recruiting Fund; and Title III - English Language Learners.
- Nonpublic count used for Public School Special Education IDEA Part B allocation calculation. IDEA requires school districts to set aside a proportionate share amount of IDEA funds for parentally placed private school students with disabilities.
- To generate nomination applications for the MO Fine Arts Academy and the MO Scholars Academy
- For general statistical purposes related to projecting population shifts, changes in school-age population, etc.

The web-based Nonpublic School Registration form should be submitted by **November 15, 2015.**

Title I regulations state that funds for services to nonpublic school children are determined by the number of economically deprived private school children who reside in Title I participating public schools. Funds to be spent in other Federal Programs are determined by the enrollment counts of private school children. It is imperative that nonpublic and public school personnel work together to assure that nonpublic enrollment and economic deprivation counts are accurate. This data is essential in the allocation process. Please contact the public Local Education Agency (LEA) if you need assistance in determining geographic boundaries.

Although submission of the Nonpublic School Registration form is voluntary, your administrator should give it careful consideration. Under regulations of the State Board of Education, teachers in nonpublic schools that do not report will not be considered for loan cancellation benefits, nor can we allocate funds to nonpublic schools under the above mentioned programs without the appropriate data.

Thank you for your efforts to make federal program services available to children enrolled in nonpublic schools. If you have any suggestions or comments to better facilitate this process or if you have questions regarding the forms or their intended use, please contact my office at (573) 751-3468 or email webreplyfgm@dese.mo.gov.